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**JUSTICE CABINET DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

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For more information about the Department of Corrections visit:  
<http://corrections.ky.gov>. To inquire information on job postings contact:  
[DOC.Recruit@ky.gov](mailto:DOC.Recruit@ky.gov) or (502) 564- 4636.

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**September 23, 2016**

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**CORRECTIONAL INDUSTRIES OPERATIONS MANAGER-(Shelby County—Kentucky Correctional Industries/Kentucky Correctional Institution for Women)—Grade 15—(\$3446.22-\$4565.44) MINIMUM REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree. Must have three years specific trade(s) experience in welding, metal working, woodworking, sewing machine operating, sign making, graphic arts, offset photolithographic or screen process printing, wood furniture making, paneling, clothing manufacturing, furniture upholstering, furniture refinishing, mattress manufacturing, soap manufacturing, metal fabricating, embroidery, two-way radio repair, or data entry work, plus one year of experience in the supervision of employees in any field. Additional experience or technical training in one of the above fields will substitute for the required education on a year-for-year basis. Must possess a valid driver's license.

**CORRECTIONS EDUCATION SPECIALIST I- FETL: (Morgan County- Eastern Kentucky Correctional Complex) Grade 12—(\$2589.26 - \$3430.10) MIN. REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree in education (academic or voc.) An associate degree with 3 years of trade-related experience will sub for the bachelor's degree.

**MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (Morgan County – Eastern Kentucky Correctional Complex) Grade 10—(\$2139.80 - \$2834.88)**

**MINIMUM REQUIREMENTS:** High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

**OFFICE SUPPORT ASSISTANT II- (Muhlenberg County- Green River Correctional Complex) Grade 8—(\$1768.70 - \$2342.96) MINIMUM REQUIREMENTS:**

High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

**PROBATION AND PAROLE OFFICER IV—(Garrard County— Probation & Parole)—Grade 14—(\$3133.00 - \$4150.30) MIN REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree. Must have 2 years of professional experience in probation work and/or parole work. Graduate study in law enforcement, corrections, behavioral sciences or a closely related field will substitute for the experience on a year-for-year basis. Must be 21 years of age.

**PROBATION AND PAROLE OFFICER IV—(Jefferson County—Probation & Parole)—Grade 14—(\$3133.00- \$4150.30) MIN REQUIREMENTS:**

Graduate of a college or university with a bachelor's degree. Must have 2 years of professional experience in probation work and/or parole work. Graduate study in law enforcement, corrections, behavioral sciences or a closely related field will substitute for the experience on a year-for-year basis. Must be 21 years of age.

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(continued)**

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September 23, 2016

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**SOCIAL SERVICE CLINICIAN I— TWO POSITIONS: (Oldham County — Roederer Correctional Complex) Grade 14—(\$3133.00 - \$4150.30) MINIMUM**

**REQUIREMENTS:** A master's degree in social work, sociology, psychology, marriage and family therapy or a related field. Must have one year of professional social work experience. A bachelor's degree supplemented by 2 years of professional social work experience will substitute for the required master's degree.

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**Recurring Positions:**

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliott, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) –Grade 9-(\$2500)**

**MIN. REQUIREMENTS:** High School or GED. Must be 21 years of age.

**PERSONNEL CABINET  
STATE OFFICE BUILDING, 1<sup>ST</sup> FLOOR  
501 HIGH STREET  
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

**To receive more information about including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.**

**\*\*IMPORTANT\*\***

**The Department of Corrections is not liable for the aforementioned information.**